

LANDSCAPE ARCHITECTS SECTION
Examining Board of Architects, Landscape Architects, Professional Geologists,
Professional Engineers, Designers and Land Surveyors
MINUTES
MADISON, WISCONSIN
AUGUST 4, 1999

PRESENT: Jay Fernholz, Teresa Adler, Ruth G. Johnson, Rick Rettler, Bernie Abrahamson

STAFF PRESENT: Alfred Hall, Jr., Becky Fry

CALL TO ORDER

The meeting was called to order at 9:31 a.m. by Jay Fernholz, Chair. Ruth G. Johnson arrived at 9:33. A quorum of five members was present.

AGENDA

MOTION: Teresa Adler moved, seconded by Rick Rettler, to adopt the agenda as published. Motion carried unanimously.

MINUTES (4/14/99)

MOTION: Teresa Adler moved, seconded by Bernie Abrahamson, to approve the minutes with a correction in a motion on page four to read "to issue an intent to deny, and to request further information on the comity application for Michele Chalise." Motion carried unanimously.

ADMINISTRATIVE REPORT

Secretary Cummings' Report

• **DRL Budget Update**

Secretary Cummings informed the Section that the budget has not been passed. She informed the Section that the Joint Finance Committee has proposed to add a tax to the exam appropriations to accommodate the requirement that 10% of the total exam fee must go to the state's general fund. She indicated that the Department is not in support of this proposal and suggested that Section Members may contact legislative friends and indicate disapproval of this proposal.

Secretary Cummings discussed a five-percent cut in the department's budget. Travel and conference meetings are being scrutinized. She indicated that she has tried to increase the per diem, along with the Governor's agreement, but the Joint Finance Committee has cut it out.

- **Board Member Workshop Report**

Secretary Cummings reported to the Section that the workshop went well. She felt attendance was slightly down but indicated that 80 percent of the new members were in attendance. Secretary Cummings indicated that new members who were not in attendance would receive information handed out at the workshop, to avoid conflict in the ethics area.

Bureau Director's Report

- **Section Roster – June 1999**

An updated copy of the Section roster was included in the agenda packet and duly noted.

- **Applications Reviewed by Staff**

The Section was informed that the following applicants were issued a credential, based upon staff delegation:

FOR REGISTRATION AS A LANDSCAPE ARCHITECT

1. By Approved Degree, 2 years Experience and Passed Examination

a. Granted -

MATHEWS, TRAVIS J	05-25-1999
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2. By Comity - ss. 443.10, Stats.

a. Granted

LARSON, JEFFREY J	05-28-1999
MCLELLAN, WILLIAM C.	07-07-1999
POTIS, JOHN J	07-07-1999

- **Regulatory Digest**

Alfred Hall informed the Section that the Regulatory Digest is in its final stages and he passed out copies to Section members before the end of the meeting.

Consumer Brochure Information

Alfred Hall informed the Section that he and Jay Fernholz finalized the brochure and it will now be sent to Rick Berg in the Office of Education, Exam and Public Information. Final draft copies will be mailed to the Section members.

- **To-Pass Folder**

Information in the To-Pass Folder was circulated and duly noted.

LEGISLATIVE UPDATE

A Section member indicated that questions about administrative warnings and administrative injunctions were brought up by a member of the media at one of the panels during the recent Board Member Workshop. The member of the media felt it was an infraction of the open records law. Alfred Hall explained to the Section that an Administrative Warning is confidential and relates to a credential holder and an infraction that is minor in nature, whereas an Administrative Injunction is public and relates to unlicensed practice. The Section reviewed the Statutes on Administrative Warnings.

ADMINISTRATIVE RULES

10:00 A.M. PUBLIC HEARING: Proposed Rules Relating to the Practice of Professional Geology

A hearing was held regarding the proposed administrative rules relating to repealing rules that relate to the practice of professional geology.

There were no public appearances to present testimony or written comments in support of or opposition to the rule.

Written comments will be considered until August 18, 1999.

SECTION MEMBER ACTIVITY

Teresa Adler informed the Section that she spent a week in Phoenix, Arizona, grading the new revised exam. She stated it was interesting, but depressing, due to the lack of quality of candidates taking the exam and the low pass rate.

The Section discussed the issue of “appropriate and acceptable experience” and the lack of learning practical skills in school. The Section also discussed the possibility of a mentoring period for new-hire college graduates.

The Section discussed the advantages and disadvantages of holding meetings by teleconference. The Section discussed video conferencing as an option.

CLARB

Member Board Administrator (MBA) Memo

A copy of the May 12, 1999 Member Board Administrator Memo #82 was included in the agenda packet. Noted.

Annual Meeting

Jay Fernholz indicated that he would like the ability to have Alfred Hall attend the annual meeting. Budget cuts not allowing the additional travel were discussed.

MOTION: Rick Rettler moved, seconded by Ruth G. Johnson, to recommend that Jay Fernholz, Chairman, attend the Annual CLARB Meeting in Riverside, California on October 1 and 2, 1999, as the Wisconsin delegate. Motion carried unanimously.

The Section received and discussed a handout regarding a new travel agency for out-of-state air travel.

- **Survey on Continuing Education**

Noted.

PRACTICE ISSUES

Plan Stamping as It Relates to Landscape Architects

Rick Rettler explained to the Section, how his office handles plan stamping. He explained that his firm outlines, in a copy-written statement, specifically what tasks were performed under the seal and the plans are then signed and dated.

Electronic Transmission of Design Plans

Rick Rettler explained to the Section that although electronic transmission is practiced, it is not acceptable. He explained that Wisconsin requires the seal to be a different color than the text and ink of the original drawing and when it is transmitted, the colors no longer vary. Mr. Rettler indicated that 90% of the stamped drawings sent in for state approval are not meeting the guidelines.

Alfred Hall referred the Section to sec. A-E 2.02(5), Wis. Admin. Code, and sec. A-E 2.02(7), Wis. Admin. Code, in reference to plan stamping and electronic transmission of design plans.

EXAMINATION ISSUES

Nothing to report.

MISCELLANEOUS CORRESPONDENCE/INFORMATION

Responsible Supervision of Construction, 4/8/99, Austin

The Section discussed the April 7, 1999 letter the department received from Karol M. Kulas, American Society of Landscape Architects, and the April 8, 1999 response given by Wayne Austin.

NEW BUSINESS

Rick Rettler advised the Section that he has received calls regarding an individual's methods of practicing land surveying. He raised some questions about the interpretation of sec. A-E 2.03 Wis. Admin. Code, Branch Offices. Further discussion was deferred to the next Joint Board Meeting.

PENDING APPLICATIONS

MOTION: Teresa Adler moved, seconded by Ruth G. Johnson, to support Jay Fernholz's decision to grant licensure by comity for Michelle Chalice. Motion carried unanimously.

Alfred Hall suggested that in the future when there is an intent to deny, a representative of the Section be delegated to confer with in the event the requested information is received prior to a meeting. Thus, the intent to deny can be resolved without a meeting of the full Section.

RECESS TO CLOSED SESSION

The Section did not adjourn to closed session, as there was no business that needed to be discussed in closed session.

ADJOURNMENT

MOTION: Teresa Adler moved, seconded by Rick Rettler, to adjourn the meeting at 11:36 a.m. Motion carried unanimously.

Next Meeting: October 13, 1999

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